

**MADRAS FERTILIZERS LIMITED**  
**(A Govt. of India Undertaking)**  
**Manali, Chennai – 600 068**  
**Ph.No: 044 2594 5478**  
[purchase2@madrasfert.co.in](mailto:purchase2@madrasfert.co.in)

**NOTICE INVITING TENDER**

**WEB ADVERTISEMENT**

**HOUSING KEEPING ITEMS (24 ITEMS)**

**TENDER NO: R2001112/WEB DATED: 27.11.2018 DUE DATE: 11.12.2018**

<b><u>DESCRIPTION, QUANTITY &amp; ARTICLE CODE</u></b>			
1	1 ACID	LTR.	200.00 R2-0-00001
	2 SPIRAL OIL	LTR.	30.00 R2-0-00002
	3 NAPHTHALENE BALLS	Kgs.	30.00 R2-0-00003
	4 PHEYNOL (COMPOUND) - BRANDED ONLY	LTR.	225.00 R2-0-00004
	5 SOFT BROOMS - BRANDED ONLY	No.	75.00 R2-0-00005
	6 COCONUT BROOMS	No.	75.00 R2-0-00006
	7 WHEEL POWDER	Kgs.	75.00 R2-0-00007
	8 MOP THREAD	Kgs.	75.00 R2-0-00008
1	9 TOILET BRUSH (ROUND)	No.	30.00 R2-0-00009
	10 DETTOL (500ML )	No.	36.00 R2-0-00010
	11 URINAL CAKES - BRANDED ONLY	No.	45.00 R2-0-00011
	12 WASHING BRUSH	No.	40.00 R2-0-00012
	13 PLASTIC MUG	No.	40.00 R2-0-00013
	14 PLASTIC BUCKET (SUPER 3000)	No.	30.00 R2-0-00014
	15 DUST BIN (SMALL SIZE)	No.	25.00 R2-0-00015
	16 ROOM SPRAY - JASMINE	No.	24.00 R2-0-00016
	17 ROOM SPRAY - SANDAL	No.	8.00 R2-0-00017
	18 TOILET MAT (2 1/2 X 1 1/2)- BRANDED ONLY	No.	10.00 R2-0-00018
	19 TOILET MAT (3 X 2) - BRANDED ONLY	No.	10.00 R2-0-00019

	20 WELCOME MAT (3 X 2)	No.	10.00	R2-0-00020
	21 DESIGN MAT	No.	10.00	R2-0-00021
	22 FINIT PUMP	No.	2.00	R2-0-00022
	23 NYLON BRUSH	No.	2.00	R2-0-00023
	24 ODONIL	No.	28.00	R2-0-00024
	<b>“OFFERS SHOULD BE SUBMITTED EXACTLY AS PER TECHNO-COMMERCIAL CUM PRICE BID FORMAT (ANNEXURE-4) &amp; (ANNEXURE-5)”.</b>			
2	Last Date for Bid Submission	<b>11.12.2018 @ 16.45 hrs.</b>		
3	Bid Opening Date	<b>12.12.2018 @ 14.00 hrs.</b>		
4	Bid Validity	90 Days from the date of Bid Opening		
5	Delivery Period	Within 7 days from date of LOI / PO		
6	Type of Bidding	Single Part Techno-Commercial cum Price Bid Format.		
7	Cover Details: Offers should be sent in sealed cover superscribed as “Tender No. <b>R2001112/WEB DATED: 27.11.2018 DUE DATE: 11.12.2018</b> <b>Addressed to:</b> <b>DGM-MM, MADRAS FERTILIZERS LTD, MANALI, CHENNAI-600 068</b>			
9	Security Deposit	Nil		
10	Payment Term	<b>30 days Credit Payment only from the date of receipt of material, subject to acceptance thru RTGS transfer (Refer Annexures 2 and 6)</b>		
11	Bid Evaluation Basis	Techno-Commercially qualified OVERALL L1 basis.		
12	Negotiation	If required.		
13	Terms & Conditions	Refer ( <b>Annexure 3</b> )		
14	Formats: Techno-Commercial cum Price Bid Format ( <b>Annexure 4</b> ), Price Bid Format ( <b>Annexure 5</b> ), and RTGS Format ( <b>Annexure 6</b> )			

**Note: Offers received with any deviations with respect to Tender Terms, Conditions, Payment term, Delivery term, etc. will be liable for rejection.**

**DY GENERAL MANAGER  
MATERIALS MANAGEMENT  
MADRAS FERTILIZERS LIMITED**

**ANNEXURE - 1****COVER DETAILS**

Offer should be sent in sealed covers as detailed below:-

**“Tender No: : R2001112/WEB DATED: 27.11.2018 DUE DATE: 11.12.2018**  
**”**  
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& the same should be addressed and sent to

The Deputy General Manager (MM)  
Madras Fertilizers Limited  
Manali, Chennai – 600 068

## **ANNEXURE - 2**

### **TERMS OF PAYMENT & MODE OF PAYMENT**

- Payment Term - **30 days Credit only** from the date of receipt of material, subject to acceptance. **Tenderer to accept only for credit payment offering a credit period of 30 days.**
- Invoices to be forwarded to DGM-CA Madras Fertilizers Limited, Manali, Chennai 600 068, along with proof of delivery.
- Invoices should be clearly marked with MFL Purchase Order No. and date and the tenderer's DC No. and Date.
- Payment will be made only thru RTGS, after reckoning the credit period from the date of receipt of bills at MFL for the accepted material.
- RTGS Form (**Annexure 6**) to be filled in, signed & sent along with the offer by the Tenderer to avoid any delay in processing payment

**ANNEXURE- 3**  
**TERMS & CONDITIONS**

1. Conditional offers will not be considered.
2. Rate quoted should be valid for a period of 90 days from the date of opening of Bids. Other commercial terms should be kept firm till the completion of the contract / execution of the purchase order, except statutory levies. Revision, if any, in the statutory levies will be applicable, subject to adherence to other commercial terms like “delivery period”, etc.
3. In the event of placing the order, the tenderer should strictly adhere to the delivery date and should accept to deliver the ordered items on or before the delivery date as mentioned in the purchase order or as advised by MFL
4. Any unsolicited letter / fax / e-mail on price / other terms revision will not be entertained and such tenderers are liable to be disqualified from tender.
5. Any offer received against this tender from sister / associate concern and/or offers received after the due date will be summarily rejected
6. Canvassing in any form is strictly prohibited and the tenderers who resort to canvassing in any form shall be disqualified.
7. MFL will not be bound by any general/printed provisions of Tenderer’s offer.
8. Tenderer should clearly indicate the % of statutory levies i.e. GST
9. MFL shall have the right to inspect and test goods at any time and to reject unacceptable goods. The tenderer shall arrange collection of the rejected materials from MFL at his cost.
10. Notwithstanding purchaser’s acceptance or right to inspection and / or any other terms and conditions provided in the purchase order, tenderer warrants that all goods supplied hereunder are free from any defects in design materials and workmanship and that they fully comply with the specifications. Purchase order will be issued in reliance on the aforementioned warranty of the tenderer.
11. Demurrage, other expenses incurred owing to the tenderers not complying with the purchaser’s instruction will be to the tenderer’s account.
12. The enquiry shall not be assigned to anybody by the tenderer without obtaining the prior written consent of MFL.
13. Tenderer warrants that the goods described herein, and sale or use of them will not infringe any patent and tenderer covenants that he will defend at his own cost and expense every act which may be brought against the purchaser or against those selling or using the purchaser’s products for any alleged infringement of any patent by reason of the sale or use of such articles and tenderer agrees to pay all costs, damages, liens and profits recoverable in any such action.
14. NSIC registered Micro & Small Enterprises (MSEs) participating in the tender and quoting price within L1 + 15% may be considered at the sole discretion

of MFL and may be allowed to supply up to 20% of the Purchase Order value if they are prepared to bring down the price equal to or less than the L1 price quoted by the non MSMEs.

15. MFL reserves the right to accept or reject any or all the tenders or any part thereof without assigning any reason whatsoever.
16. **Liquidated Damages (LD Clause):** In the event of placement of order on the successful tenderer, timely execution of the order per purchase order terms and delivery of the items within the delivery period as stipulated in the purchase order is very important. If the items are not delivered on or before the delivery date specified in the purchase order MFL reserves the right either to reject the material if supplied subsequently, or to receive the material subject to imposition of penalty at the rate of 0.5% of the invoice value for every week of delay or part thereof from the specified date of delivery subject to a maximum of 5% of the purchase order value (PO Value includes Basic Order value + applicable Statutory Levies and Freight & Transit Insurance charges (if applicable). LD Clause is applicable for the part of the quantity, which is delivered late.
17. **Arbitration:** Any or all disputes arising out of the contract / agreement shall be settled by mutual discussions and in the event of failure to do so, such dispute (s) shall be referred to a sole arbitrator, who will be appointed by mutual consent for settlement of such dispute (s) and whose decision shall be final and binding. In the event of failure to appoint such a sole arbitrator, with mutual consent, then the sole arbitrator will be appointed through the high court of judicature at madras. Subject as aforesaid, the arbitration and conciliation act 1996 shall apply to the arbitration proceedings under this clause and such arbitration shall be in English and take place in the city of Chennai, Tamilnadu.
18. **Rejection Clause:** Tenderers should submit their offer as per MFL's specification and should accept MFL's terms and conditions. Otherwise offers will be liable for rejection.

#### 19. **SUMMARY TERMINATION**

MFL reserves the right to terminate the supply contract due to any failure / breach on the part of the tenderer in discharging the services under the contract, or in the event of vendor becoming insolvent or going into liquidation. The decision of Madras Fertilizers Limited about the breach / failure on the part of the tenderer shall be final and binding on the tenderer.

MFL shall also have, without prejudice to any other right & remedies, the right in the event of breach / failure by the tenderer of any of the terms and conditions of the supply, or due to the tenderer's inability to perform as agreed for any reason whatsoever, to terminate the supply contract forthwith and get the supplies at the risk and cost of the tenderer and recover the losses, damages, expanses or costs that may be suffered or incurred by MFL. The decision of Madras Fertilizers Limited about the losses, breach / failure

on the part of the tenderer shall be final and binding on the tenderer and shall not be called into the question.

20. **NEGOTIATION**

Negotiation: To be conducted if required.

## UNDERTAKING

### **THE TENDERER HEREIN**

- Agrees, accepts and abides by all the terms, conditions and covenants of the tender having read and understood the tender documents in full including the specification, scope of work, instructions, forms, annexures, terms & conditions etc.
- Confirms and acknowledges that the bids placed by the tenderer are true, accurate & with the best knowledge of the tenderer
- Confirms that awarding of the contract/purchase order based on the bids of the tenderer is the sole discretion of MFL
- Undertakes to honour the bid(s), which is legally binding on, if the contract/purchase order is awarded to the tenderer.
- Accepts LD Clauses and agrees to invocation of the respective clause(s) in case of non-fulfilment of commitment.
- Agrees to accept any changes, if any, to the tender that may be made subsequently after releasing the tender, but before the last date meant for submission of bids, with respect to specification, last date for bid submission and/or any other clauses/terms of the tender

Signature of the authorised person :

Name of the authorised person :

Designation of the authorised person :

**ANNEXURE – 4 - TECHNO-COMMERCIAL BID FORMAT****TENDER No: : R2001112/WEB DATED: 27.11.2018 DUE DATE: 11.12.2018****TECHNICAL BID REF NO: ..... Dt: .....**

Name of the Tenderer	
Address	
<b>Details of Technical Specification:</b>	
House Keeping Items (24 Items)	Accepted
<b>Payment Term:</b> 30 days Credit Payment only thru RTGS from the date of receipt of material, subject to acceptance.	Accepted
<b>Delivery Period:</b> Within 7 DAYS from the date of LOI/PO	Accepted
<b>Delivery Term:</b> Free Delivery at MFL P&A Dept.	Accepted
<b>Packing &amp; Forwarding Charges:</b> To Vendor's Account	Accepted
<b>Freight &amp; Insurance Charges:</b> To Vendor's Account	Accepted
<b>Offer Validity:</b> 90 Days from the date of bid opening	Accepted
Acceptance for LD Clause as per <b>Annexure-3(Sl.no.16)</b>	Yes
Acceptance to all other tender norms, terms & conditions not mentioned herein	Yes

Signature of the authorised person :

Name of the authorised person :

Designation of the authorised person :

**ANNEXURE – 5 - PRICE BID FORMAT****TENDER No: : R2001112/WEB DATED: 27.11.2018 DUE DATE: 11.12.2018****Price Bid Ref No: ..... Dt: .....**

Sl. No.	Description	Qty.	Basic Rate . (in words & figures)	Total Basic Cost (Basic Rate / X Qty)
	(a)	(b)	(c)	(d)
1	ACID in Ltrs.	200 ltr.		
2	SPIRAL OIL in Ltrs.	30 ltr.		
3	NAPHTHALENE BALLS in Kgs.	30 Kgs.		
4	PHEYNOL (COMPOUND) - BRANDED ONLY(Ltrs.)	225 ltr		
5	SOFT BROOMS - BRANDED ONLY (Nos.)	75 Nos		
6	COCONUT BROOMS (Nos.)	75 Nos		
7	WHEEL POWDER in Kgs.	75 Kgs		
8	MOP THREAD in Kgs.	75 Kgs		
9	TOILET BRUSH (ROUND) in Nos.	30 Nos		
10	DETTOL (500ML) in Nos.	36 Nos		
11	URINAL CAKES - BRANDED ONLY in nos.	45 Nos		
12	WASHING BRUSH in nos.	40 Nos		
13	PLASTIC MUG	40 Nos		
14	PLASTIC BUCKET (SUPER 3000)(in Nos.)	30 Nos		
15	DUST BIN (SMALL SIZE) in Nos.	25 Nos		
16	ROOM SPRAY - JASMINE	24 Nos		
17	ROOM SPRAY - SANDAL	8 Nos		
18	TOILET MAT (2 1/2 X 1 1/2)- BRANDED ONLY	10 Nos		
19	TOILET MAT (3 X 2) - BRANDED ONLY	10 Nos		
20	WELCOME MAT (3 X 2) in Nos.	10 Nos		
21	DESIGN MAT in Nos.	10 Nos		
22	FINIT PUMP	2 Nos		
23	NYLON BRUSH	2 Nos		

24	ODONIL	28 Nos		
25	TOTAL VALUE (Sl.no.1 TO 24)			
26	GST in %			
27	GST in Rs.			
28	<b>Total Landed Value (Sl. No: 25d + 27d)</b>			

Signature of the authorised person :

Name of the authorised person :

Designation of the authorised person :

**ANNEXURE - 6**  
**MADRAS FERTILIZERS LIMITED**  
**BANK DETAILS & AUTHORISATION FOR RTGS PAYMENT**

REQUIRED DETAILS	TO BE FURNISHED BY THE VENDOR		
VENDOR NAME			
ADDRESS			
TELEPHONE NO.		FAX No.	
EMAIL ID			
CONTACT PERSON'S NAME		Designation:	
MOBILE NO.			
EMAIL ID			
COMPANY'S PAN NO.			
IMPORT EXPORT CODE			
BANK ACCOUNT NO.			
VENDOR'S BANK NAME			
BANK ADDRESS / PHONE NO.			
VENDOR'S BANK CODE (MICR) NO.		GRPT CODE	
VENDOR'S BANK ACCOUNT NO.		RTGS CODE	
BANK SWIFT CODE (For foreign vendors)			
	Type of Account	Saving Acct / Current Acct. (Strike out which is not applicable)	
ARE YOU A	Manufacturer YES / NO	Dealer YES / NO	Agent YES / NO
CATEGORY OF THE FIRM	A. Micro	B. Small	C. Medium
REGISTERED WITH NUMBER	GST	SSI	OTHERS

We hereby authorize Madras fertilizers Limited to make all the payments due to us with respect to above referred Enquiry through RTGS Transfer

Place: \_\_\_\_\_ Signature of Authorised Signatory:

Date: \_\_\_\_\_ Name:

SEAL: \_\_\_\_\_ Designation:

(To be filled by MFL in case of ordering)

MFL Purchase Order No.	
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RTGS - Real Time Gross Settlement Code NEFT-National Electronic Funds Transfer  
 IFSC- Indian Financial System Code